

# NEWFIELDS VILLAGE WATER & SEWER DISTRICT

Meeting Minutes from 02/07/2022

Approved 03/07/2022

## Distribution:

Ray Buxton Jr.  
Cathy Nelson-Smith  
George Drinkwater  
Paula Boyle  
Peter Hellfach  
Wendy Chase

## **Opening:**

The regular meeting of the Newfields Village Water & Sewer District was called to order at 7:00 pm on February 7, 2022, at the Water & Sewer District Office, 75 Main Street.

**Present:** Commissioners Ray Buxton, Cathy Nelson-Smith, George Drinkwater, Peter Hellfach, Superintendent, Paula Boyle, HTA Engineer and Treasurer Wendy Chase.

## **A. Approval of Minutes**

The minutes of January 4, 2022 were unanimously approved as distributed.

## **B. Open Issues**

1. **Irving Gas Station a.k.a. College Auto Property.** Paula said the Developer did not provide the as-built drawing they asked for. Aiden from HTA is going to do additional work for asset management and thinks he can pick up the necessary GIS points at that time and put in the sewer asset management plan.
2. **Conservation Plan.**
  - a) Calibrating the Source Meters: Due every 3 years. Next calibration deadline is by the end of year 2024.
  - b) Leak Log: Ray has a copy of the leak log excel spreadsheet. Ray has not completed the log yet. He did say that the gallons produced and gallons billed resulted in 10% water loss, which is good; the State standard is 15% water loss. Paula said there is grant money available for leak detection if the District wanted to pursue. The application is due in June; we can discuss it at the March meeting.
  - c) Emergency Plan: Reviewed annually and updated every 6 years. The next review is due March 2027.
3. **Ongoing projects:**
  - a. Remove sludge from Lagoons along with piping and old aeration system – **on hold.**
  - b. Replace existing aeration system with a permanent solution – **on hold.**
  - c. **ARPA money.** Paula mentioned that there may be some ARPA money for sewer work. The Town sent a check to the District for \$31,000.00.
4. **Sludge Removal.** This is on hold. Paula prepared applications to NH DES to get State Revolving Fund SRF loan money for the future project to remove sludge. She pushed the dates out to next year with a possible project date of 2024. HTA increased the rate of \$635,000 to \$800,000 to remove the sludge and new aeration system because the State will be changing the sludge regulations and they are concerned with inflation and project costs. Ray signed the applications. Signing the applications does not obligate us but this will keep us on the list for loan money. **In Process.**
5. **Wastewater Updates:**
  - a) **Sewer Use Ordinance:** HTA updated the SUO. We received comments back from NH DES – 1. Change regulation number; 2. Put in 3 requirements that anyone in the District that is an

Industrial user will also submit a permit application to the State. Paula made the corrections. She gave us the final copy of the SUO, she will also send us a copy electronically so we can add it to the website. The SUO is good for five years.

- b) Nitrogen – HTA asked Hutchinson Sealing and Coed Sports what chemicals they are using as nitrogen sources. Hutchinson’s nitrogen discharging into the sewer is higher than domestic flow. Paula drafted a letter to Hutchinson asking them to look at the chemicals they use and see if they can substitute some to keep the nitrogen out of the sewer. Ray read and signed the letter. Paula will mail it to them. HTA does a lot with pollution prevention.

## 6. National Pollutant Discharge Elimination System (NPDES) Permits.

- a) **Small Wastewater Treatment Facility General Permit (WWTFGP) (Village District Purview)**– was issued September 28, 2021 and will become effective December 1, 2021. The Small WWTF General Permit is designed to authorize discharges of wastewater from publicly owned treatment works and other treatment works that treat domestic sewage. The permit establishes effluent limitations, monitoring requirements, reporting requirements and standard conditions for facilities that discharge to fresh and marine waters in MA and NH. Instead of an application, eligible facilities may choose to submit a Notice of Intent (NOI). Peter submitted the NOI. This permit is in draft form. Peter said that nitrogen sampling was changed from monthly to quarterly and pfas sampling was changed from quarterly to twice a year. Paula said that EPA wants the District to calculate the average monthly flow using on the days we discharge. HTA disagrees with this method of calculating. They need to have a conversation with EPA on how the seasonal average total nitrogen should be calculated. The Commissioners agreed to have HTA speak to EPA to explain to them how we should be calculating. The Notice of Intent (NOI) is due January 29, 2022. Paula drafted a letter for Ray to sign. They will hold off mailing it because once it’s received by the State the new requirements come into effect. Peter will have to do more sampling and the samples will have to be sent to Concord 3 days per week by courier. Paula said that a new CMON requirement which has to do with operating the sewer system that will take effect; we will also be responsible for submitting an annual plan to the State. She has asked Mike Trenk to look into how much that would cost to put that plan together. Paula said that they submitted the NOI letter, and the effective date of the permit will be April 1, 2022. We received the letter from NH DES February 7<sup>th</sup>. There are new requirements on the new permit - there will be collection system mapping and we’ll have to explain how we’re going to manage the collections system and the major new requirement CMON. Paula said that the CMON work is due by October 1<sup>st</sup> and that John Jackman will do the work contracted through HTA for \$15,000. That amount will have to be added to the budget. **In Process.**
- b) **Great Bay Total Nitrogen General Permit (GBTNGP) (Village District Purview)** – The GBTNGP was issued for 13 eligible wastewater treatment facilities that discharge treated wastewater containing nitrogen within the Great Bay watershed in NH. It was issued on November 24, 2020, and became effective February 1, 2021. The permit establishes total nitrogen effluent limitations, monitoring requirements, reporting requirements and standard conditions for the 13 WWTFs. The discharge of all pollutants other than nitrogen from these WWTFs will continue to be authorized by each WWTF’s respective individual NPDES permit. Rather than address this permitting task on a permit-by-permit basis, EPA instead fashioned a general permit designed to comprehensively regulate nitrogen loading from 13 WWTFs in NH

on a gross, watershed-wide scale, incorporating an innovative and adaptive approach to achieving water quality standards in the Great Bay estuary through a combination of mandatory load limits at the WWTFs and voluntary nonpoint source nitrogen reductions. Peter submitted the NOI. This permit is in draft form. We are unique; we are the only intermittent dischargers to Great Bay. Paula presented an amendment to the Great Bay contract. Mike Trenk spent more time than he thought he would on explaining to DES how to calculate the pounds of nitrogen discharged from the wastewater plant. They did agree with the way we want to calculate the nitrogen; we always want the levels to be under the 16 pounds we're allowed. Hopefully we will receive an email from Theresa confirming that DES agrees with how we calculate. Paula said it's important to get something in writing from Theresa. The amendment to the contract is for an additional \$2,500.00. HTA is done with the work on the Permits. **In Process.**

- c) **NH Small MS4 General Permit (Town's Purview)**– MS4 – Municipal Storm Sewer System. What is required is regulatory compliance of stormwater discharges from MS4 (Municipal Storm Sewer System) to US waters. This is primarily the Town's responsibility. Ray is the District's liaison to the Town. Paula said that the District will have to start keeping track of non-point sources like catch basins and storm drains. Paula said that she heard from NH EPA that Pfas testing of laundromats, and car washes will now be included in the permit. Newfields has neither. Ray was invited to attend the December Planning Board Meeting to discuss Asset Management for stormwater. Paula said she was going to ask Mike Sununu if they designated someone to be responsible for keeping track nitrogen loading. Hopefully they will discuss that at the Planning Board Meeting.

6. **Water Treatment & Supply Study.** The District voted to spend \$75,000 on a study to reduce arsenic in the water supply. Paula said that Barry Miller tested the wells and will put together a report to HTA. Well #1 hasn't lost capacity; Wells 2 & 4 have lost capacity (they are shallow wells). Paula said that is usually rectified by cleaning the wells. Paula will contact Newmarket and set up a meeting with the Town Manager and the Environmental Services Director Sean Greig to discuss the potential of tying into Newmarket's water system. The District has to have a plan to reduce the arsenic in our water supply to submit to the State by the end of the year. Paula said that they received information on the arsenic speciation testing and some pfas info but will not have the report ready to submit to the Commissioners until the January meeting, but because we are in compliance NH DES is fine with getting the report in January instead of the end of this year. Paula said that the District is not eligible for funding for this project because of the median local income in Newfields is too high. She said that we will pursue any ARPA money that may be available for this project. Reducing the arsenic is in the million-dollar range. Barry Miller will be cleaning the wells #2 and #4 December 7<sup>th</sup> or 8<sup>th</sup>. Barry Miller is retiring and the organized two young me to clean the wells. Cleaning Well #2 did not go well. Each well costs \$9,500.00 to clean. The District hired them. Paula said that there are issues with Well #4. Barry Miller's helper will go out tomorrow and check on it's capacity issues. **In Process.**

- a) **Consolidation Plan:** The Commissioners were sent a copy of the report by email; it's over 100 pages. The report documents what we'll need to do to get the arsenic level down to 5 parts per billion. The rolling average is just over the 5. Each time it is over the District needs to send out letters to the customers. Paula said they may be able to achieve lowering the level by reducing well 6 down to 35 gallons per minute. The basic recommendations in the report are to put an addition on the blending facility and install two filters to eliminate the arsenic; costing approximately \$840,000. She would like to set up a team's meeting with the Commissioners tomorrow at 3:00 PM. Paula said that Pfas levels will probably be lowered by the State at some

point and we would be able to change out the filters to address that when need be. Paula will be setting up a meeting with Newmarket to discuss extending the water line and receiving water from Newmarket. Peter suggested experimenting themselves in lowering the arsenic level. Notices to the district's customers need to be sent to them by January 21<sup>st</sup> advising them of the arsenic level. The Commissioners will meet to stuff envelopes and mail them out. Certification that the letters were sent has to be sent NH DES. Every time the arsenic level is above 5 parts were billion a notice has to be sent to the customers by mail. Discussion ensued about ways to get well the level down by decreasing water from well #6. Paula explained that the blending is very tricky; it's a difficult balance between decreasing water to lower the arsenic but also keeping up with the daily water demand. The PH level is high in well #6 and to treat it would require acid chemicals which raises havoc on the system corrosion-wise, and the cost is more. Paula said she met with Newmarket Environmental Services Director Sean Greig. He would like Newfields to connect to Newmarket's water system. He is having their engineers Wright Pierce look at how that will affect Newmarket's water supply. We should be receiving a letter from Wright Pierce with answers to our technical questions. Sean initiated a group meeting with surrounding towns on February 17<sup>th</sup> at 1:00 PM. Paula said that we have to provide DES with a technical memo to say the cost to treat the wells and how much it will cost to connect to Newmarket by the end of March. She put together a schedule comparing Newmarket Water Purchase Alternative and Wellfield Treatment Alternative. We have to do a municipal agreement by December if we want to connect to Newmarket and we should have funding figured out by February 2023. Paula said it's a good idea to promote the upcoming projects at the April annual meeting. We will put in applications for grants in June 2022 and hopefully get some ARPA money for 3 projects, then in August 2022 we will know which project will be funded. We might want Newmarket to apply for funding. In January we will need to make major decisions. The District has to meet the arsenic limit. Paula mentioned that there is a Developer in Newmarket that would like Newfields to connect to Newmarket's wastewater plant. The Commissioners agreed to go with Paula's proposed timeline.

### C. New Items

1. The Commissioners are going to move forward on figuring new rate increases because of the cost of all the required additional testing. Ray said that according to the new budget we will have to increase our rates by 15%. The rates have not been increased for 10 years. It was also suggested to increase the meter charge from \$13.65 to \$15.00. **In Process.**
2. Water & Sewer education. Discussion ensued regarding school field trips to the office and treatment plant. George is working with Steve from UNH on this.
3. Budget Discussion – Paula suggested maybe adding \$40,000 to the budget for negotiations with Newmarket in case we don't get the grant money. We also need to add money to the budget for Peter for added testing. The Commissioners decided to meet to discuss the budget and increased rates on Friday, February 18<sup>th</sup> at 12:30 PM.
4. Ray suggested increasing Wendy's wages by \$1.00 p/hr. to come in line with other employees. It was mentioned that Ray celebrated his 40th year as a member of the Newfields Fire Department.
5. Discussion on how to inform and present information on projects to reduce arsenic at the annual meeting.

The Meeting was adjourned at 8:05 PM. The next regular meeting will be on Monday, March 7, 2022, at the Newfields Water & Sewer District Office, 75 Main Street.

Respectfully submitted,

Wendy V. Chase  
Treasurer